



# **CITY OF ST. MARYS, GEORGIA**

## **APPLICATION FOR DESIGN REVIEW**

# DR

Planning & Building Department  
418 Osborne Street - (912) 510-4032

**APPLICANT:** After completely reading this form, the applicant should answer each item as completely as possible. Please print or type. The Planning Director will assist you if necessary.

This is a request for a **Design Review** for structures referred to in the Official Zoning Ordinances of the City of St. Marys.

- STAFF REVIEW COMPLETED \_\_\_\_\_ 20\_\_ BY: \_\_\_\_\_ COMMENTS ATTACHED? \_\_Y\_\_N
- REVIEW AND COMMENTS ACCEPTED BY APPLICANT ON \_\_\_\_\_ 20\_\_ BY: \_\_\_\_\_ NOT ACCEPTED \_\_\_\_
- IF NOT ACCEPTED, WRITTEN APPEAL TO THE PLANNING COMMISSION ON: \_\_\_\_\_ 20\_\_ BY: \_\_\_\_\_

1. Applicant (Your Name): \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Zip: \_\_\_\_\_

2. Location of Property forming the basis for this Design Review: \_\_\_\_\_  
Street \_\_\_\_\_ Tax Map and Parcel Number: \_\_\_\_\_

3. Total Parcel area (size of parcel in square feet): \_\_\_\_\_ Present Zoning: \_\_\_\_\_

4. Are all zoning ordinance criteria met (height, bulk, setback, parking, etc.) Y N If no explain: \_\_\_\_\_

5. Are any variance(s) or covenant(s) present on the parcel that impact the design? \_\_YES\_\_ NO  
If 'YES', list type and date: \_\_\_\_\_

6. The following data shall be attached as applicable (application will not be processed without this data.):  
\_\_\_\_ PLANS TO SCALE PREPARED BY REGISTERED ARCHITECT OR ENGINEER  
\_\_\_\_ ELEVATIONS (FRONT AND TWO SIDES) TO SCALE PREPARED BY REGISTERED ARCHITECT OR ENGINEER.  
\_\_\_\_ APPLICABLE SPECIFICATIONS/MATERIALS LIST PREPARED BY REGISTERED ARCHITECT OR ENGINEER

7. REVIEW COMMENTS (attach additional sheet if necessary):

8. Owner's Name (If different from Applicant\*): \_\_\_\_\_  
Address: \_\_\_\_\_ Zip: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_  
(\* If applicant is different from Owner, a legal authorization to represent the Owner must be attached to this application.)

I understand that the City of St. Marys will not process this application until I have submitted all required materials on or before the date of the approved schedule, which shall be not less than 14 days prior to the regularly scheduled and advertised monthly Planning Commission Public Hearing. Appeals to the Planning Commission are held on the fourth Tuesday of each month at 5:30 PM in Council Chambers. The Planning Commission shall confirm or overturn the decision of the Planning Director. IF the Planning Commission confirms the decision of the Planning Director, the applicant has the right to appeal the decision to City Council for their review at the next regularly scheduled meeting following the Planning Commission meeting.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

(Printed Name: \_\_\_\_\_)